APPENDIX — LETTER FROM THE COLUMBIA DISTRICT OF FOURSQUARE CHURCHES TO THE OREGON EMPLOYMENT DEPARTMENT DATED SEPTEMBER 29, 2004

9/29/04

Dear Sirs,

Please forgive the lateness of our response to this notice. The employee [sic] of this claim, Vernonia Foursquare Church, was under the supervision of the filing employee—he was the primary bookkeeper and record keeper. Since his departure, those responsibilities were left to volunteers who were not familiar with the books and did not know what to do with the notice. It was only just recently brought to my attention, as the superintendent overseeing this church, and I am making response now on their behalf. Please accept my apology for missing the 9/27/04 deadline and allow me to explain the situation.

Tim Tubra was under the employ of the Columbia City Foursquare Church until 10/31/03 as an assisting pastor. On 11/01/03 he accepted an assignment from the district office to serve the Vernonia Foursquare Church as the senior pastor. This assignment was offered on a permanent, full-time basis, and he could still be serving there if he had so chosen.

On 11/23/03, Mr. Tubra notified the district office (in Canby, Oregon) that he had decided not to stay on as the permanent pastor and that he preferred to be considered an "interim" pastor until such time as the permanent

pastor could be placed. It is important to note, that the decision to serve in an "interim" capacity was entirely by Mr. Tubra's choice, not wanting to live or serve in Vernonia, but to seek a ministry opportunity in a larger town.

It was agreed that Mr. Tubra would serve for a minimum of six months, after which time a permanent pastor would be sought. In mid August, Mr. Tubra was notified that a pastor was indeed found, and that his service to the church would conclude in September (which was four months longer that [sic] was originally committed). This transition was not a termination, however, but only a following through on the agreed upon time schedule which was made at Mr. Tubras [sic] request.

To our knowledge, Mr. Tubra has had other employment during his tenure in Vernonia, both as a mortgage broker and in real estate sales. It is our opinion that this little church should not be held liable for his decision to leave.

Yours truly,

Mike Cooke
Columbia West Division
Columbia District of Foursquare Churches
503-397-0069

Also feel free to contact District Supervisor Ron Swor at 503-266-4444 for further information.